

FRISCO I.S.D. Scheduling Instructions



- ❑ Again this year, scheduling can be done via our online registration calendar—which can be accessed under our **Programs Tab**.
- ❑ Frisco I.S.D. has first option of scheduling. We ask that all FISD grades have their study trip requests in to us **by October 16th, 2011**. (After this date, open enrollment begins; we will no longer be able to guarantee a spot for your grade.)

- ❑ **NEW!** The **block scheduling** for FISD is as follows. Those topics in **bold** are required grade levels.

Block 1

Sept 12 - Dec 16th **1st Grade (Motor Vehicle & Pedestrian Safety)** *REQUIRED*
2nd Grade (Fire Safety)
4th Grade (Severe Weather Safety) *REQUIRED*

Block 2

Jan 2—June 1 **Kindergarten (Intro to 9-1-1 & Emergency Services)** *REQUIRED*
3rd Grade (Bicycle and Wheel Safety)
5th Grade (Internet Safety)

- ❑ **Descriptions of each Safety Program can be reviewed online.** From the Frisco Fire Safety Town homepage, click on the **Programs tab** and select your grade level.
- ❑ **Teachers for ALL visiting groups** should review the Teacher Resource Guide as well as cover the Pre-Visit PowerPoint with their classes prior to visiting. This information can be located by clicking on the **Programs** tab from the Frisco Fire Safety Town homepage. Select your grade level. The resources are listed at the bottom of each page.
- ❑ Frisco ISD is asked to schedule all groups by October 16th. We will be booking other districts starting Oct. 17th. Our classrooms will begin to fill quickly after this date. **We strongly encourage all FISD groups (across all grade levels) to schedule before the Oct. 16th deadline** in order to ensure we have classroom availability for you.

Thank you for your cooperation!

Frisco Fire Safety Town Staff

Frisco Fire Safety Town
8601 Gary Burns Drive
Frisco, TX 75034



Phone: 972-292-6350
Email: safetytown@friscofire.com
Hours: Mon-Fri 8AM –5PM

HOW TO USE THE SCHEDULE CALENDAR

Use the **MONTH VIEW** option to navigate to desired month needed.

NOTE: This view does not show the grade level associated with each appointment time.

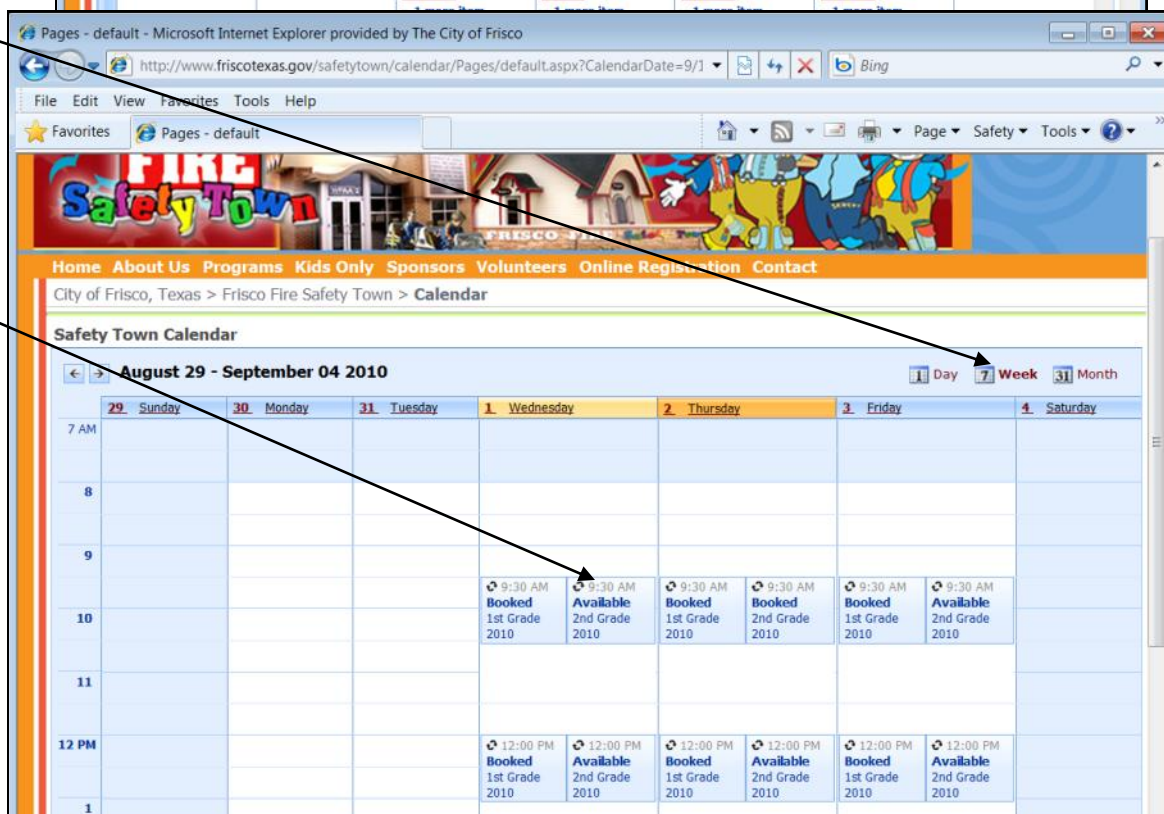
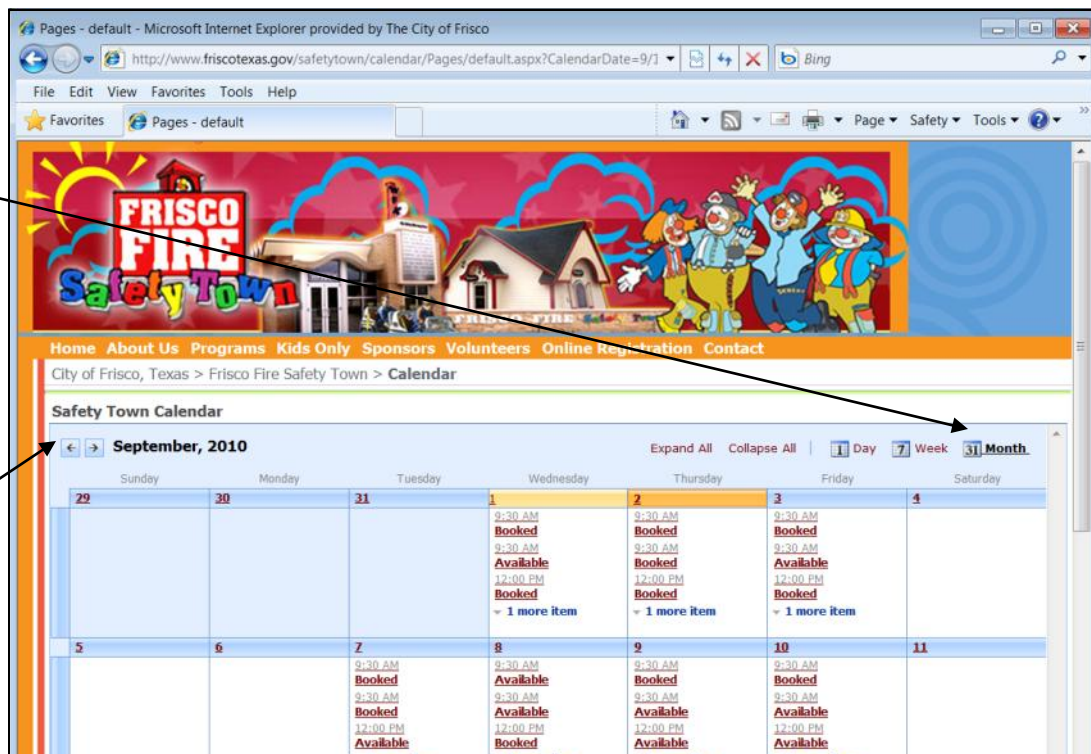
Use the **arrows** to scroll to future/past months.

Once you are on the desired month, switch to the **WEEK VIEW** option which will show class and grade level availability.

Click on the **AVAILABLE** appointment for your grade level to access the request form.

You now will see a link that reads: **click here for online booking.**

Click OK to get through the two pop up messages.



HOW TO USE THE SCHEDULE CALENDAR (continued)

Complete the Request Form.

Be sure to select the appropriate Date/Time/Grade— this information does not carry over from the calendar.

If you are registering for more than the maximum number of kids you will need to book multiple dates and/or time slots. Be sure to complete a request form page for each time slot desired.

Your request form will be sent to us electronically and you will receive an electronic confirmation of that via e-mail. However, **your request is NOT BOOKED until you receive a confirmation e-mail** from Safety Town. Please allow 2 business days for your request to be processed.

If you have any problems during the registration process please feel free to contact Leslie Girdner, the schedule coordinator; Her number is 972-292-6352 or by e-mail at lgirdner@friscofire.com.




Microsoft Internet Explorer provided by The City of Frisco


reb/safetytown/Pages/SafetyTownClassRegistration.aspx

Home Suggested Sites Get More Add-ons

Welcome to the Frisco Fire...



Turn Pages to View More Events



Did you forget your date or time slot?
click here

Contact
Frisco Fire
Safety Town
972-292-6350

How Do
I Find You?
Central
Fire Station
8601 Gary Burns Dr
Frisco, TX 75034

First Name *

Last Name *

Organization Name *

Email Address *

Phone Number *

Requested Visit *

Requested Time * 9:30AM

Class Type * Kindergarten

Expected Number of Kids (Limit 45) *

Expected Number of Adults *

Special Needs Children? * ☐ No ☐ Yes

If Special Needs Children, please explain

Security Code *

Unknown Zone (Mixed) | Protected Mode